

MONTANA FISH, WILDLIFE & PARKS
INTERN PROGRAM ANNOUNCEMENT

EMPLOYER: Montana Fish, Wildlife & Parks – State Parks Division

CONTACT PERSON'S NAME/TITLE: Dave Landstrom Region One State Parks Manager

ADDRESS: 490 N. Meridian Road

CITY: Kalispell

STATE: MT

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EMAIL ADDRESS: dlandstrom@mt.gov

DATE OF ANNOUNCEMENT: Wednesday, January 18, 2017

APPLICATION DEADLINE: Friday, March 3, 2017 at 5:00 PM (postmarked)

****STUDENTS MUST BE CURRENTLY ENROLLED IN A UNIVERSITY/COLLEGE****

POSITION TITLE: MT State Parks Intern – Region One, Northwest MT

OF POSITIONS: One

LOCATION(S): Kalispell, MT

WORK START/END DATES: Negotiable, but generally late May through August.

HOURS/WEEK: 40 hours per week for 12 weeks. 480 hours total.

TRAINING/ORIENTATION DATES: Negotiable with start date.

COMPENSATION (PAY, PER DIEM, HOUSING, VEHICLE, ETC):

\$10.00 / hour. Intern is eligible for travel per diem in accordance with department policy.

POSITION DESCRIPTION:

The Region One State Park Intern will primarily work on photo documentation of state park amenities, activities and resources in Northwest Montana. Additionally, the intern will be responsible for developing archival reports for twelve state park units in Region One, to contain information regarding park acquisition, history, amenities and characteristics. The intern will assist throughout Region One State Parks with special events, special projects and park operations. The Region One State Park Intern will attend management team and staff meetings to gain insight into state park management and issues. Active participation will be encouraged!

SKILLS, ABILITIES, KNOWLEDGE NEEDED (EDUCATION; UNDERGRAD/GRAD LEVEL, SUGGESTED/REQUIRED MAJORS):

Applicants should be engaged in earning a and undergraduate or graduate degree in Parks and Recreation, Journalism, History, Natural Resource Management, or related fields. Applicants should be familiar with digital photography equipment and preferably have some experience with photo composition. This position will require good writing skills and working knowledge of commonly use word processing software. A valid driver's license is required.

APPLICATION MATERIALS/PROCEDURES (RESUME, COVER LETTER, REFERENCES, ETC.):

Please provide a cover letter and resume with three references. References should include at least one current or former supervisor. Please submit via email or postal service to contact person listed above.

ADDITIONAL INFORMATION: (;HOUSING OF ANY KIND PROVIDED OR POSSIBLY AVAILABLE I.E. TRAILER, FREE CAMP SPOT, BASEMENT APARTMENT, EXTRA SLEEPING ROOM, ETC.)

Housing is not provided. There may be potential to cost share housing with AmeriCorps member who will also be working in the region. Applicants will need to investigate this or other options for temporary housing.